



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE
BOARD OF ACCOUNTANCY**

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

PUBLIC MEETING MINUTES:	BOARD OF ACCOUNTANCY
DATA AND TIME:	Wednesday, November 28, 2018 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , second floor of the Cannon Building
MINUTES APPROVED:	January 16, 2019

MEMBERS PRESENT

Alison Houck, Professional Member, President
Sarah Patterson, Professional Member, Secretary
Susan Benson, Professional Member
Araya Debessay, Educational Member
John McManus, Professional Member
John Moll, Professional Member
Renee Villano, Professional Member
Prameela Kaza, Public Member

ABSENT

N/A

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Caryn Scott, Administrative Specialist II
Patricia Davis, Deputy Attorney General

ALSO PRESENT

Dana Rubenstein, Delaware Society of CPAs

CALL TO ORDER

Ms. Houck called the meeting to order at 9:13 a.m.

REVIEW OF MINUTES

A motion was made by Mrs. Houck, seconded by Mr. McManus to approve the minutes dated October 17, 2018. The motion carried unanimously.

Unfinished Business

Re-Review of Application

Jiahui Lu

A motion was made by Mrs. Houck, seconded by Mrs. Benson to approve the application of Jiahui Lu. The motion carried unanimously.

Robert Rossi

A motion was made by Mr. Moll, seconded by Mrs. Villano to approve the application of Robert Rossi. The motion carried unanimously.

Review and Execution of Orders

Michael Smith

A motion was made by Mrs. Houck, seconded by Mrs. Villano to approve signed Order of Michael Smith. The motion carried unanimously.

Knut Knutsen

A motion was made by Mrs. Houck, seconded by Mrs. Villano to approve signed Order of Knut Knutsen. The motion carried unanimously.

New Business

Review of Hearing Officer Recommendations

None

Review of CPA Permit to Practice Applications

Sarah Uku

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Sarah Uku. The motion carried unanimously.

Jingyu Mao

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Jingyu Mao. The motion carried unanimously.

Manqi Nie

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Manqi Nie. The motion carried unanimously.

Baoying Li

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Baoying Li. The motion carried unanimously.

Tony Thomas

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Tony Thomas. The motion carried unanimously.

Stephanie Amos

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Stephanie Amos. The motion carried unanimously.

Tina Truby

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Tina Truby. The motion carried unanimously.

Fanji Meng

A motion was made by Mr. McManus, seconded by Mrs. Kaza to table the application of Fanji Meng due to needing more work experience details. The motion carried unanimously.

Burchard Martin

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Burchard Martin. The motion carried unanimously.

Bonita Navarro

A motion was made by Mr. McManus, seconded by Mrs. Kaza, to table the application of Bonita Navarro due to needing more work experience details. The motion carried unanimously.

Qiao Zeng

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Qiao Zeng. The motion carried unanimously.

Jeffrey Cogan

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Jeffrey Cogan. The motion carried unanimously.

Nicholas Semeraro

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Nicholas Semeraro. The motion carried unanimously.

Alisa Velez

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Alisa Velez. The motion carried unanimously.

John Houck

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of John Houck. The motion carried unanimously.

Huan Gong

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Huan Gong. The motion carried unanimously.

Rachel Gross

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the application of Rachel Gross. The motion carried unanimously.

Review of CPA Firm Permit to Practice Applications

Judith Roman

A motion was made by Mrs. Houck, seconded by Mr. Debessay, to approve the application of Judith Roman. The motion carried unanimously.

Adam Necelis

A motion was made by Mrs. Houck, seconded by Mr. Debessay to approve the application of Adam Necelis. The motion carried unanimously.

Review of Delaware Specific Course

John Kogan

A motion was made by Mrs. Houck, seconded by Mrs. Patterson, to table the Delaware Specific Course of John Kogan due to further review of course. The motion carried unanimously.

Request for CPA Exam Credit Extension

Xin Cheng

A motion was made by Mrs. Houck, seconded by Mrs. Villano, to approve the Request for CPA Exam Credit Extension through end of May 2019 of Xin Cheng. The motion carried unanimously.

Ratification of Applications- Reciprocity

A motion was made by Ms. Houck, seconded by Mr. McManus, to ratify the applications of:

Stephanie Michelle Lilly

John Milligan

The motion carried unanimously.

Correspondence

Luff & Associates

Per the Board of Accountancy, the branch offices do not require a Firm permit. However, they must notify what branches are under them.

Roberta Mauro

The caller question could not be answered due to the lack of information given. The Board of Accountancy needs proof of Roberta Mauro's license in the state she currently practices.

OTHER BUSINESS BEFORE THE BOARD (For Discussion Only)

A motion was made by Mrs. Houck, seconded by Mrs. Benson to have bi-monthly meetings beginning January and keeping the meetings on 3rd Wednesday s of the months. The motion carried unanimously.

A motion was made by Mrs. Houck, seconded by Mrs. Benson to approve the delegation of Firm permits to Administration at the Division of Professional Regulations. The motion carried unanimously.

Board of Accountancy discussed creating a list of acceptable work experience for applicants that are applying CPA Permit to Practice.

PUBLIC COMMENT

Mrs. Rubenstein discussed Peer Review for Firm Renewals next year.

NEXT SCHEDULED MEETING

The next meeting will be held January 16, 2019 at 9:00 a.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

A motion was made by Ms. Houck, seconded by Mrs. Kaza to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 10:05 a.m.

Respectfully submitted,

Caryn Scott

Caryn Scott
Administrative Specialist II